

SECRET

ROUTING AND RECORD SHEET

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|--|--|---------|----------------------|---|
| SUBJECT: | O'Donnell | | | Processing history: |
| Current Directorate of Administration Activities | | | | 81-2590 |
| FROM: | Harry E. Fitzwater Deputy Director for Administration | | | EXTENSION: NO DDA 81-1497/12 |
| | | | DATE: 9 October 1981 | |
| TO: (Officer designation, room number, and building) | RECEIVED | DATE | OFFICER'S INITIALS | COMMENTS (Number each comment to show from whom it comes. Draw a line across column after each comment.) |
| 1. Deputy Director of Central Intelligence | | 10/9/81 | X | DDCI We are making progress in the development of our Information Handling Plan. I have asked the ADDA to set up a steering committee with [redacted] sharing the committee. This I should help us ensure that we have a coordinated Agency Plan. We will report our progress at significant milestones. |
| 2. | | | | |
| 3. DDA | | | | |
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| DD/A Registry |
| 81-1497/12 |

9 October 1981

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

25X1

SUBJECT: Current Directorate of Administration Activities

[REDACTED]

2. On 1 October, the Agency's communications link from [REDACTED] was upgraded 25X1 from an over-the-counter one-time tape operation to a KW-7 protected circuit terminating into [REDACTED] Automated Message Switch. To protect the 25X1 existence of the link, it is super enciphered through the [REDACTED] 25X1 cryptographic equipment [REDACTED]. (S) D9c.3

3. The Offices of Logistics, Security, and Medical Services have been requested to assist the Department of State in identifying, procuring, storing, and shipping selected medical and security items for use overseas in the event of an emergency or crisis. State will budget for the entire program which is expected to be completed in FY-85. [REDACTED] A9c3.2 25X1

4. Construction regarding the expansion of the Office of Technical Service laboratory at [REDACTED] is 65 percent complete; projected completion date is 25X1 January 1982. (S) A9c5.1

5. Contracts have been awarded for six improvement projects at the [REDACTED] 25X1 [REDACTED] projects will involve renovations and security upgrading of existing structures. [REDACTED] 25X1

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

7. The Office of Security is conducting the third running of the Information Systems Security Training Course 5 - 9 October. Twenty-one participants are enrolled, including eight representatives from the Departments of State, Army, Navy, Air Force, and the FBI.

8. Audio countermeasures inspections were conducted of the DCI's residence on 1 October and the DDCI's residence on 3 October; negative results in both cases. [REDACTED] A9c2.18 25X1 25X1

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SOURCES AND METHODS INVOLVED~~SECRET~~

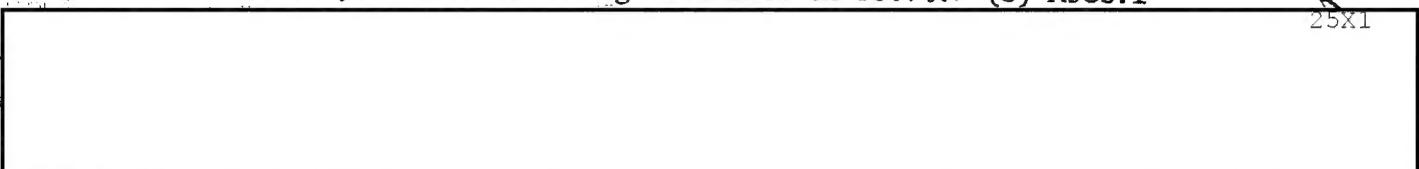
[REDACTED]

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9. On Saturday, 10 October, a briefing will be conducted in the Headquarters auditorium for about 72 veterans of the World War II Norwegian Resistance and their spouses. William Colby will accompany the group, many of whom are his former comrades from the Resistance. [redacted]

10. The Agency completed the closing of its accounts for FY-81 on 3 October. We ended the fiscal year with an obligation rate of 99.7%. (S) A9c5.1

25X1



12. As a follow-up to a request from Dr. Henry Kissinger for CIA review of excerpts from a manuscript he prepared for publication, officials from the Office of Information Services met with his secretary, Ms. Rosemary Niehuss, to discuss what material was needed for the Agency to make its classification review. This was necessary because the source of some of the material, as originally submitted, could not be identified, and since some was also without context, a reasonable decision could not be made by the reviewer. [redacted]

25X1

13. Directorate of Administration officials made their program presentations to the OMB examiner on 6 October. [redacted]

25X1

14. The first meeting of the Steering Committee which is reviewing the Information Handling Systems Architect's progress regarding a strategic plan was held on 5 October. Reviewed at that meeting was the attached staffing paper for the Information Handling Facilities Working Group (1st paper of 5). (U)

25X1



Harry E. Fitzwater

Attachment

*at this point
what congressional
review/approval
is required?*

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ROUTING AND TRANSMITTAL SLIP

Date

9 OCT
1981

TO: (Name, office symbol, room number,
building, Agency/Post)

| Initials | Date |
|-----------|---------------|
| <i>JW</i> | 9 OCT 1981 |
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1. EO/DDA

2.

3. ADDA

H 10-9

4.

5. DDA

| Action | File | Note and Return |
|--------------|----------------------|------------------|
| Approval | For Clearance | Per Conversation |
| As Requested | For Correction | Prepare Reply |
| Circulate | For Your Information | See Me |
| Comment | Investigate | Signature |
| Coordination | Justify | |

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